



Integrated Financial Management Program

**Core Financial Project
Organization Alignment &
Training Approximations**

September 23, 2002



TABLE OF CONTENTS

ROLE/END-USER ALIGNMENT.....	1
END-USERS MAPPED TO ROLES	1
NUMBER OF END-USERS PER ROLES.....	1
NUMBER OF END-USERS PER COURSE *.....	1
IMPACTED ROLES	2
PREREQUISITE TRAINING NEEDS	2

Role/End-User Alignment

To develop initial training requirements, it will be critical to align Agency to-be roles with the organizations that perform them at each Center. Doing so will enable the Dryden Flight Research Center (DFRC) Core Financial Implementation team to estimate the number of people aligned with each role at each Center to gain an understanding of how many end-users will be attending courses specific to their roles.

During the Wave 3 Understanding Phase, the following information was collected:

- End-users mapped to roles
- Number of end-users per role
- Number of end-users per course
- Impacted roles
- Prerequisite training needs

[See the *DFRC Organization Alignment-Training Approximations.xls* for data collected during the Core Financial Understanding Phase.]

End-Users Mapped to Roles

There are initially 344 end-users mapped to the Agency to-be roles for the Core Financial Project implementation at DFRC. The Core Financial Central Support Organization Alignment Team worked with each DFRC Sub-process teams (Accounts Payable, Accounts Receivable, Standard General Ledger, Purchasing, Budget Execution and Cost Management) to capture names of end-users and map them to the Agency to-be roles. This data can be found under the *End-Users-Roles* tab of the *DFRC Organization Alignment-Training Approximations* spreadsheet.

During the Implementation Phase, the Core Financial Implementation Organization Alignment team will meet with Managers and Team Leads at DFRC to update this initial list of end-users mapped to roles.

Number of End-Users Per Roles

The Core Financial Central Support Organization Alignment Team sorted the initial list of end-users by role to determine the number of end-users in each role. This data, which provides a “snapshot” of a point in time, can be found under the *No. of End-Users Per Role* tab of the *DFRC Organization Alignment-Training Approximations* spreadsheet.

Number of End-Users Per Course *

The Core Financial Central Support Organization Alignment Team used this Core Financial Agency Design curriculum and the initial list of end-users mapped to roles to develop the *No. of End-Users Per Course* worksheets found in the *DFRC Organization Alignment-Training Approximations* spreadsheet. This data will be forwarded to the DFRC Training Department to help it determine training logistics (how many classrooms, PCs, etc.) for the Core Financial implementation training. As updates are made to the

initial list of end-users mapped to roles, this worksheet will reflect them. Changes will also be sent to the DFRC Training Department for training planning purposes.

* Note - - Due to the number of seats available in a classroom, DFRC will determine which of the Requisitioners will attend the *Requisition (RQI)* course. This will possibly be the Requisitioners who created the most requisitions in the last year. The remaining Requisitioners will attend the web-based training course entitled *WBT Module: Requisitions (RQW)*.

Impacted Roles

During the Understanding Phase, the Core Financial DFRC Process Team determined potential modifications to the Agency activities. Based on these possible changes, the Core Financial Central Support Organization Alignment Team identified 1 Agency to-be roles that may be impacted as a result. This information can be found under the *Impacted Roles* tab of the *DFRC Organization Alignment-Training Approximations* spreadsheet.

Prerequisite Training Needs

As a part of the role mapping work done during the Understanding Phase, the Core Financial Central Support Organization Alignment Team worked with the Core Financial DFRC Sub-process teams to determine if there were any prerequisite training needs for end-users. The Core Financial DFRC Sub-process Teams reviewed the Skills associated with each role and determined if any end-users mapped to each role might need prerequisite training.

The information captured represents an overview of possible training needs that should be met before the Core Financial training occurs. This information can be found under the *Prerequisite Training Needs* tab of the *DFRC Organization Alignment-Training Approximations* spreadsheet. As is the case with other information related to training, it would be shared with the DFRC Training Department so that it can plan for possible prerequisite training requirements.

During the Implementation Phase, the DFRC Core Financial Organization Alignment Team will meet with DFRC Managers and Team Leads to update the initial list of end-users and determine which end-users will need prerequisite training. If prerequisite training is required, this information will be forwarded to the DFRC Training Department as soon as it becomes available.